



HEAD START/ EARLY HEAD START

ANNUAL REPORT
2019-2020



Letter from the Director

Dear Friends and Colleagues:

HACAP is proud to have served children, families and communities for 55 years! On behalf of HACAP's Board of Directors, Policy Council and Staff we are pleased to share with you the outcomes achieved in the 2019-2020 Head Start/Early Head Start program year.


2019-2020 started as a normal school year that included of 1st day of school for our children, visits from police officers, the fire department, dental screens and fluoride varnishes, pumpkins, day-to-day activities and playing with preschool friends. Mid-March 2020 COVID-19 had a dramatic and lasting impact to our nation and continues to be a major impact to our HS/EHS program and our communities. A second impact to our program and communities was the Derecho storm in August 2020. The third impact on our program was the award to administer Head Start in Delaware, Dubuque and Jackson Counties.

COVID-19

Mid-March 2020, the decision was made to close our classrooms in response to the national health crisis. Staff quickly transitioned from working with families and children in classrooms to connecting with families and children through a variety of platforms. Emails, phone calls, private classroom Facebook pages, YouTube, texts, mail, no-contact visits, learning platforms, and other innovative and creative ways to stay in contact with one another. By the end of March families were able to participate in weekly food distribution for enrolled children. Teachers were planning and distributing weekly activities for children and families to do at home. Stories were read and shared via YouTube. Movement and exercise activities were available on YouTube.

As a leadership program, we met to discuss and plan how we would safely open our centers and classrooms. There were weeks of planning, discussing and purchasing supplies needed to safely re-open. July 5, we had a soft reopening of select classrooms. We limited the number of children in classrooms; daily health checks are completed for children and staff; masks became a part of our daily routine; increased hand washing, and dedicated time for staff to clean and disinfect in classrooms and centers.

We continue to monitor the pandemic and update our guidance based on recommendations from CDC, local and state public health, DHS Licensing and Office of Head Start. At this time, we continue to limit the number of children in a classroom. We limit who enters the centers and classrooms. We practice and follow stringent hygiene, cleaning and exclusion guidelines. When there is a positive case of COVID the classroom and/or the center will close as directed by local public health. This is not an easy task, but we are committed to the health and safety of our children, families, staff and communities.



Letter from the Director (continued)

Derecho

If COVID wasn't enough for our communities, Derecho happened. HACAP HS/EHS was fortunate that we had very limited structural damage. In Linn County our playgrounds were heavily damaged. Trees were uprooted, and fences and sheds were destroyed. Team members cleaned up their centers and connected with families to determine their needs. Sadly, families and staff had heavy damage to their homes and property. Some were relocated. Our thoughts and best wishes are extended to everyone as our communities continue to clean up from the storm.

New Head Start Service Area

July 2020, HACAP HS/EHS was informed that we had been awarded the grant to administer Head Start in the counties of Delaware, Dubuque and Jackson Counties. We will assume operational and fiscal responsibility for the counties beginning 10/1/2020. 190 Head Start children and their families will be provided comprehensive Head Start services in their community. We are excited to expand our service area from six to nine counties, serve 937 children and employ almost 200 HS/EHS staff!

Our work is not possible without the partnership with the families we were privileged to serve this past year. Thank you, families for sharing your time, talent and your children with us. Together we are making a difference in the school readiness of the children served and continued self-sufficiency for families served.

Policy Council members, thank you for your time and expertise in continuing to provide the feedback to us regarding the impact and concerns the programs provide to you and your family. And certainly I want to thank the dedicated staff members who share their time, talent and expertise to make HACAP a great place to work.

Sincerely,

Christi Regan

Early Childhood Programs Director

HACAP Head Start/Early Head Start



Children & Families Served

HACAP was funded to serve 747 children, including services to pregnant women, during the 2019-2020 program year.

Enrollment by Type of Eligibility <u>Head Start</u>	# children	% children
Income below 100% of federal poverty line	399	65%
Receipt of Public Assistance (TANF, SSI)	20	3%
Status as a foster child	6	1%
Status as homeless	15	2%
Income between 100% and 130%	116	19%
Over income	62	10%
Enrollment by Type of Eligibility <u>Early Head Start</u>	# children	% children
Income below 100% of federal poverty line	61	64%
Receipt of Public Assistance (TANF, SSI)	6	14%
Status as a foster child	0	1%
Status as homeless	4	3%
Income between 100% and 130%	13	15%
Over income	6	3%
Enrollment by Type of Eligibility <u>Early Head Start CCP</u>	# children	% children
Income below 100% of federal poverty line	30	75%
Receipt of Public Assistance (TANF, SSI)	0	0%
Status as a foster child	0	0%
Status as homeless	1	2%
Income between 100% and 130%	5	13%
Over income	4	10%

Children & Families Served (continued)

Families Served	HS	EHS	EHS CCP
Total # of families	557	557	38
# two parent families	268	268	22
# one parent families	289	289	13

Attendance 2019-2020

The expectation is that the program will maintain 100% enrollment throughout the program year. The COVID 19 Health Crisis created interruptions in our service delivery beginning mid-March 2020. So while we did not drop any children from enrollment, we had differing levels of parent engagement. Staff provided educational opportunities and activities for children virtually along with opportunities to access food. Head Start (HS) was fully enrolled 10 out of 10 months. Wraparound funding allowed HS to provide full day services for 12 months. Early Head Start (EHS) & Early Head Start CCP (EHS CCP) was fully enrolled 12 out of 12 months. EHS and wraparound funding provided year round programming.



Funding

Revenue	FY 2020 Annual Budget	FY 2021 Proposed Budget
Government Grants	\$8,931,793	\$9,537,668
DHS Wraparound	\$528,000	\$739,200
Dept Education (Shared Visions)	\$692,450	\$725,886
Dept. Education (CACFP	\$271,946	\$500,000
UWECI Partner Funding	\$187,339	\$180,555
Linn County Early Childhood Iowa	\$171,618	\$153,000
UW Johnson County	\$65,000	\$65,000
Johnson County Early Childhood Iowa	\$22,000	\$22,000
Johnson County Supervisors	\$25,000	\$24,923
City of Iowa City	\$10,000	\$12,480
TOTAL REVENUE	\$10,936,561	\$11,994,127

Expenses	FY 2020 Annual Budget	FY 2021 Proposed Budget
Personnel	\$4,023,354	\$4,974,828
Fringe Benefits	\$2,907,074	\$3,692,710
Equipment	\$42,000	\$0
Travel	\$22,655	\$21,085
Supplies	\$380,212	\$300,611
Contractual	\$509,570	\$528,993
Other	\$2,193,330	\$1,417,259
Indirect	\$858,366	\$1,058,641
TOTAL EXPENSE	\$10,936,561	\$11,994,127

Financial Audit

Wipfli LLP conducted HACAP's most recent audit and provided an independent audit report that was presented to the Board of Directors January 23, 2020. Wipfli LLP reported no instances of noncompliance or other matters. The audit did not identify any deficiencies in the internal control over compliance that were considered material weaknesses. HACAP was determined to be a low-risk auditee. A copy of the full audit report is available on our website at www.hacap.org.

Health

Collaborations with community partners allow enrolled children to be offered early and periodic hearing, vision, lead, and oral health screens. Heights and weights with BMI results and blood pressure readings are also offered. Potential problems detected by the screens are referred and the Head Start Health Consultant works with families to obtain diagnosis and treatment if necessary.

In partnership with local I-Smile programs, oral health screens and fluoride varnish application are offered twice per year. Vision screenings are provided by a partnership with the Lions Club and KidSight. Hearing screenings are offered in collaboration with Grant Wood AEA. Height, weight, blood pressure, and lead screens are completed in partnership with Johnson County Health Department, Family and Community Health Alliance, and the Head Start Health Consultant.

Disability/Mental Health

We contract with Grant Wood Area Education Agency to provide our Disability and Mental Health services. Through the child find process, staff assists GWAEA with identifying and providing services for children with Disabilities. Mental Health services are provided by GWAEA through classroom observations of children, meetings with Teachers and Supports to families as needed.

Volunteers

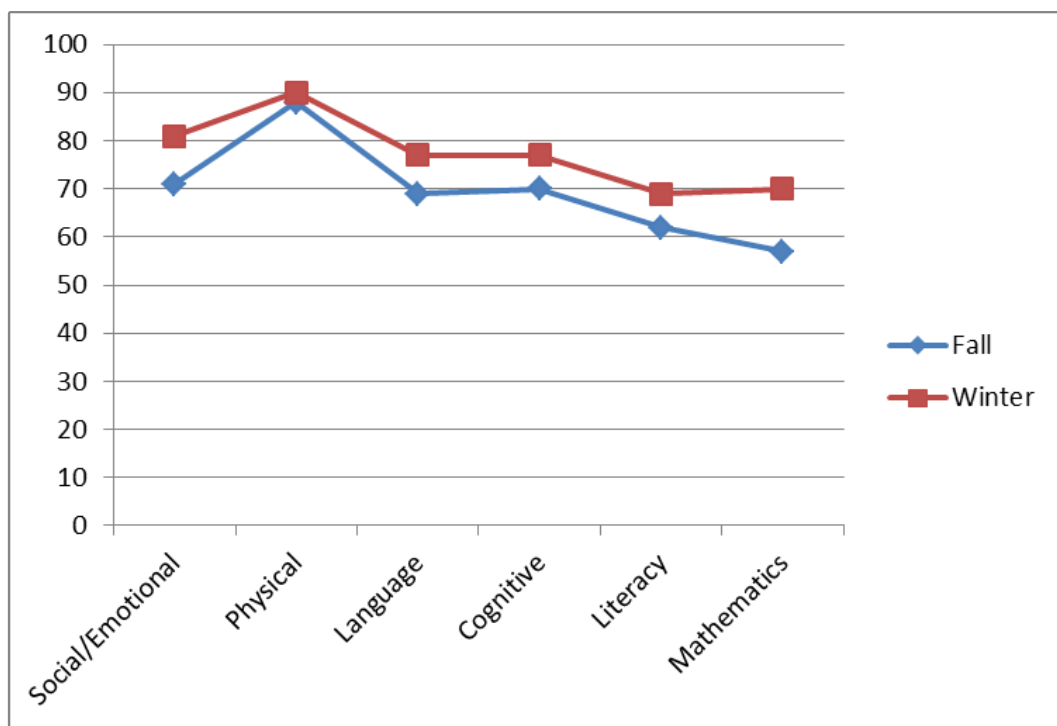
We are fortunate to have a variety of individuals, businesses and organizations that have chosen to Adopt-A-Classroom. Through the support of donors they have provided a wide array of materials and supplies for the HS/EHS classrooms to support positive early development. Items donated included books, games, art materials, dolls, transportation vehicles, paper supplies, playdough, microscopes, tablets and writing materials. A grateful and big thank you to all our volunteers and donors! This year we had a total of 386 volunteer hours.



School Readiness

Each Head Start location works with the local school district to provide parents of children who will be entering Kindergarten with information about Kindergarten registration/round-up events in the school districts. Due to COVID-19 we closed our classrooms in mid-March, so preparing children for Kindergarten looked different. We provided families with the typical information about registration/round-up but we also provided families with ECLKC videos and handouts about preparing their children for Kindergarten. During the 2020 – 2021 program year we will be reviewing the entire Kindergarten Transition Process using information on ECLKC.

All Head Start and Early Head Start children are assessed using My Teaching Strategies Gold. During the 2019 – 2020 Program Year we implemented the use of a new Gold Resource Guide, a resource for teachers to help them with documentation and completing assessments in My Teaching Strategies Gold. The resource guide allowed teachers to be better prepared for each assessment period. Head Start aged children are typically assessed in the Fall, Winter and Spring. Early Head Start aged children are typically assessed in the Fall, Winter, Spring and Summer. This program year there were no Spring and Summer assessments due to COVID-19. The assessment focuses on social/emotional, physical, language, cognitive development, literacy and mathematics. As you can see from the graph, there was growth in every area between the Fall and Winter assessments. The lowest area of growth was in physical development with 2 points and the highest area of growth was in mathematics at 13 points. During the 2019 – 2020 Program Year, we offered The Big Ideas of Mathematics Training for both Head Start Teachers and Assistant Teachers, by the time of the second assessment staff had completed two of the three sessions of the training. Additional information is available from the HS and/or the EHS Education Coordinators upon request.



Nutrition

HACAP HS/EHS participates in the USDA's Child and Adult Care Food Program (CACFP) which provides partial funding for service of breakfast, lunch and snack while children are in our care. In July of this year we took over sponsorship of the five HACAP Head Start centers that were being sponsored by Horizons. And because of the addition of the 10 Head Start centers in Dubuque, Jackson and Delaware counties, the FY 21 grant application was written to include 24 centers total for the coming year.

In response to COVID, we took advantage of the USDA waiver for congregate meals and quickly adapted food service operations in order to provide child meals for families to serve at home. During the closure of our centers, on a weekly basis about 50% of our families picked up a week's worth of breakfasts, lunches and snacks for their child. Teachers also handed out educational activity ideas for parents to do with their children at home. Once returning to center operations, we adapted our meal service to ensure COVID safe practices by suspending family style meal service, providing adequate spacing at tables and following careful food safety and disinfecting practices. We continue to provide weekly take home meals for any parents that may be keeping their child at home due to COVID. Teachers offer virtual learning opportunities.

This year we continued support of families by discussing their child's growth status and made concerted efforts to promote participation in the WIC nutrition program. In Linn County we partnered with WIC to provide pop-up WIC clinics at Head Start centers, making it as easy as possible for families to enroll in the program. We also continued our Farm to Early Childhood Education endeavors by taking advantage of grants to purchase food shares from a local farmer and some of our teachers received training from a Farm2ECE specialist. We recognize that children are developing lifelong eating habits and therefore nutrition education through service of healthy meals and regular classroom activities focused on good food choices is very important.

Meals served at center	Breakfast Served	Lunch Served	Snack Served
HACAP CACFP	34,310	38,612	29,330
Horizons CACFP	11,542	12,548	7,111
Total	45,852	51,160	36,441

Take home meals	Breakfast Served	Lunch Served	Snack Served
HACAP CACFP	8,525	8,530	8,432
Horizons CACFP	2,234	2,233	2,024
Total	10,759	10,763	10,456

Parent, Family, and Community Engagement

The Parent, Family, and Community Engagement (PFCE) component area of the Head Start/Early Head Start services creates a road map for progress in achieving outcomes that lead to positive and enduring change for HS/EHS children and their families. Parent and family engagement is about building relationships with families that support their well-being and strong relationships between parents and their children. The relationships built between program staff and families assists them in building connections within their communities and provide them with opportunities for ongoing learning and development for both parents and children long after their Head Start experience.

Each school year each of our centers provide on-site hands on activities for parents that they can participate in with their children. Between the months of August and December 61 events were held at our HACAP Head Start centers where 587 participants were accommodated which included 106 fathers or father figures. Staff members encourage parents to participate in the planning of these events and often reach out to community organizations that are able to help support their events. Some of the more popular events provided at or by our centers this year included a Cultural Potluck dinner and family night at the Mercer Park Aquatic Center and Scanlon gym where families participated in a meal together that represented their cultures and spent time in the gym playing with their children. Our Waterfront center partnered with Preucil School to offer the Music Together® program to their children and parents. There were fall and winter Potluck events that were held at our Anamosa and Jane Boyd centers. And the Parent Education Consortium at ISU extension offered Positive Solutions for Families workshops to HS/EHS families.

This school year presented special challenges for our parents, their families, our community and our staff members with the outbreak of the Coronavirus in early spring. Our relationship and learning platforms became virtual connections and challenged us to find new ways to stay connected. EHS Home Based Services were maintained by providing books and learning materials to our families via weekly no contact drop off and follow up over the phone or by using video calling services. Families and children picked up weekly meals and home learning packets from our centers where the children and their teachers were able to share happy hello's and staff members were able to check in with their HS/EHS families. The Adopt A Classroom project still operated without close personal contacts and donations were utilized to provide families with needed home learning materials.



Parent, Family, and Community Engagement (continued)

All parents receive the opportunity to complete a survey related to their experience with HACAP HS/EHS services each school year. A total of 409 surveys were received from parents this year. 56% of the parents who responded are 2 parent households. In 48% of those households both bio parents are living in the home.

- 98.5% of respondents stated that the program provide them with the services they needed to work or attend school.
- 89% were able to maintain or improve their employment and increase their family's income.
- 37% stated that they were able to complete or engage in job training or continued education.
- 21% were able to find employment.

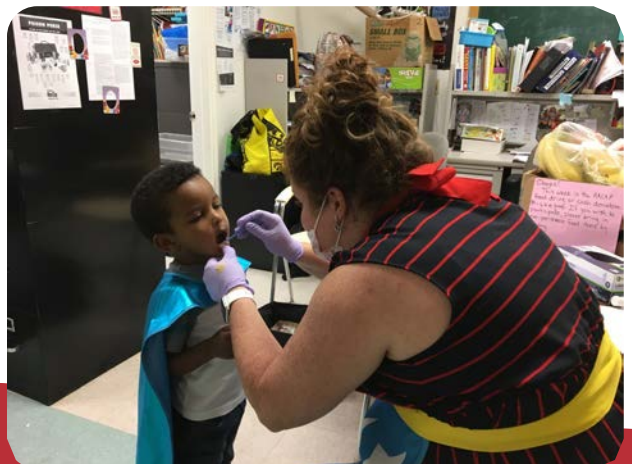
94% of respondents stated that staff assisted them with getting connected to community resources. The resources with the highest number of referrals included: WIC, SNAP, Medicaid and housing assistance.

81% of parents reported that they had the opportunity to provide input related to classroom activities and activities provided at their centers. And 68% of those parents reported that they were able to connect with other HS/EHS parents and learn about activities they could do at home to assist with their child's learning.

98.5% of respondents stated that they had a positive experience with HACAP Head Start staff members.

Individual comments that were included:

- *"I am so pleased with the help the programs offer and how well the children are interacted with and cared for by a team of great staff. I can see at home the progress that is made from school. Thank you very much for this program."*
- *"The staff is very friendly and cooperative. They keep me informed on how my children are doing and have helped us meet milestones with our family's goals."*
- *"I love each of the staff at HACAP; they are willing to help me every time I need help. They have helped me and my family a lot. Thanks HACAP Family!"*
- *"My daughter loves her teacher and she has made new friends."*
- *"You have been a blessing!"*



Locations

Benton County

Vinton Head Start 202 E. 4th Street Vinton, IA 52349 (319) 472-4761	Belle Plaine - Longfellow Elementary 707 7th Street Belle Plaine, IA 52208 (319) 330-9081	Hayes Head Start 1924 D Street SW Cedar Rapids, IA 52404 (319) 472-4761
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Linn County

Horizons Head Start & Early Head Start 819 5th Street SE Cedar Rapids, IA 52401 (319) 364-2438	Inn Circle Head Start & Early Head Start 5560 6th Street SW Cedar Rapids, IA 52404 (319) 366-7631	Jane Boyd Head Start 943 14th Ave SE Cedar Rapids, IA 52401 (319) 366-0431
Marion Head Start & Early Head Start 3405 7th Ave Marion, IA 52302 (319) 447-5816	Olivet Head Start 230 10th St. NE Cedar Rapids, IA 52405 (319) 221-1484	Urban Head Start & Early Head Start 1328 2nd Ave SE Cedar Rapids, IA 52403 (319) 366-7632
Center Point - Urbana CSD 101 Palo Road Center Point, IA 52213 (319) 849-1102	Central City CSD 400 Barber Street Central City, IA 52214 (319) 849-1102	College Community School District 401 76th Ave. SW Cedar Rapids, IA 52404 (319) 848-5200
Linn County Child Dev. Center 520 11th Street SW Cedar Rapids, IA 52405 (319) 892-5700	Marion Ind. School District—Longfellow Elem. 2900 8th Ave. Marion, IA 52302 (319) 377-4691	North Linn Community School District 303 Lynx Dr. Coggon, IA 52218 (319) 224-3291

Johnson County

Coral Ridge Head Start & Early Head Start 2441 10th Street Coralville, IA 52241 (319) 351-1214	Faith UCC Head Start 1609 Deforest Ave Iowa City, IA 52240 (319) 338-7976	Iowa City Bloomington Head Start 318 E. Bloomington Street Iowa City, IA 52245 (319) 339-0632
Waterfront Head Start & Early Head Start 367 Southgate Drive Iowa City, IA 52245 (319) 337-5765		

Jones County

Anamosa Head Start & Early Head Start 100 Park Ave Anamosa, IA 52205 (319) 462-4343	Monticello CSD 321 W South Street Monticello, IA 52310 (319) 465-5425	Orchard Hill Head Start 2175 Lexington Blvd #1 Washington, IA 52353 (319) 462-4343
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Washington County

Iowa County

Iowa Valley Community School 187 East May Street Marengo, IA 52301 (319) 642-5422	Williamsburg Child Care Center 800 Franklin Street Williamsburg, IA 52361 (319) 668-6515 Ext. 2
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